

DATE: 1/13/2012

INVITATION TO BID
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00100880

JEFFERSON PARISH
PURCHASING DEPARTMENT
P.O. BOX 9
GRETNA, LA. 70054-0009
504-364-2678

VENDOR:

BUYER: S. Vasquez

BIDS WILL BE RECEIVED IN THE PURCHASING DEPARTMENT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 2/14/2012 AND THEN PUBLICLY OPENED.

LATE BIDS WILL NOT BE ACCEPTED

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES DISQUALIFY BID.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS
THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference.

All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to public works projects

Questions on this bid are to be faxed to (504) 364-2693 no later than FIVE (5) working days prior to bid opening. Bid numbers should be mentioned in all requests.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet or exceed specifications.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection.

If the bid exceeds \$30,000.00 a corporate resolution or other signature authorization appropriate for bidder's type of business organization must be submitted with the bid, unless bidder has complied with LSA-R.S. 38:2212(A)(1)(c) or LSA-R.S. 38:2212 (O).

NOTE: Jefferson Parish will no longer provide a sample copy of the Corporate Resolution Form with the bid documents. A sample can be downloaded from our website www.purchasing.jeffparish.net or you may provide your own document.

A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE.

Preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA-R.S.38:2251-2261"

B. USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

C. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

Visit our website at PURCHASING.JEFFPARISH.NET

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

D. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit measure specified and unless otherwise specified, shall be exclusive of state and Parish taxes.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A117.1-1961).

E. RESPONSE TO INVITATION: If your company is unable to bid on this request, please state your reason on bid form, and return to this office before bid opening date. Failure to do so may result in the removal of your company from Jefferson Parish's vendors list.

F. POSTING OF BIDS: Non-Advertised bids will be posted on bulletin board in Suite 4400, Jefferson Parish General Government Building, Gretna, LA, for a period of Five (5) working days after opening date.

Advertised bids will be tabulated and a copy forwarded to each responsive bidder.

IN ACCORDANCE WITH RECENT STATE LEGISLATION JEFFERSON PARISH IS NOW OFFERING ELECTRONIC PROCUREMENT TO ALL VENDORS

JEFFPro is the current Electronic Procurement System being used by the Parish. This system allows vendors the convenience of entering and submitting their pricing online. This is a secure site and no one has access to bid information.

Please follow the Purchasing Department link at purchasing.jeffparish.net to register and review Jefferson Parish solicitations.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 dated 12/09/09. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053.

ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE
CORRESPONDING INSTRUCTIONS BELOW.

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 14

1. All bidders are invited to attend the pre-bid conference. Failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. This conference is held to allow questions to be answered and inspect the site with owner's representative, etc. Failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification (with no additional cost to the owner).

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INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

2. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project.
3. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid envelope. Failure to comply will cause the bid to be rejected. Additionally if submitting the bid electronically, then the license number must be entered in the vendor comment section of the bid form. Failure to comply will cause the bid to be rejected.
4. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
5. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.
6. All awards in excess of \$5,000.00 for the construction, alteration, or repair of any public works will be reduced to a formal contract which shall be recorded at the contractor's expense. A price list of recordation costs may be obtained from the Clerk of Court and Ex-officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 reduced to formal contract will require a performance bond.
7. A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. Performance bond shall be supplied at the signing of the contract.
8. Please indicate if you have insurance: YES _____ NO _____
Successful bidder will be required to furnish proof of insurance to this office.
Successful bidder will be required to furnish Federal I.D. Number.
9. Minimum insurance requirements for this bid are as indicated on the attached sheet.
10. Each bid must be accompanied by a cashier's check, certified check, money order, or surety bid bond in the amount of 5% of the bid, including all alternates.
11. Affidavits required; Non-Conviction Affidavit, Non-Collusion Affidavit and Campaign Contribution Affidavit must be signed, notarized and submitted within 10 working days of the bid opening to the Purchasing Department on all solicitations for construction, alteration or demolition of public building or project, including but not limited to requirements found in LSA-RS 38:2224 or LSA-RS: 38:2196.1.
12. This is a requirements contract to be provided on an as needed basis.
13. In the event that the successful bidder cannot furnish a specific item or material and labor in the required time, JEFFERSON PARISH may purchase on an emergency basis from the next lowest bidder, or available source, until such time as the successful bidder has notified the PARISH in writing that his stock or labor capability has been replenished. The difference in price will be charged against the successful bidder of this contract, and evidence of purchases and price will be provided.
14. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be disqualified if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
15. **NON PUBLIC WORK BIDS** – Original Affidavits required; Non-Collusion Affidavit and Campaign Contribution Affidavit must be signed, notarized and submitted within 10 working days of the bid opening to the Purchasing Department. Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next lowest responsive bidder in this event.

LOUISIANA UNIFORM PUBLIC WORK BID FORM

TO: Jefferson Parish
Attn: Purchasing Department
200 Derbigny Street, Suite 4400
Gretna, Louisiana 70053

BID FOR: Purchase of an Air Conditioning System for
Environmental Control of Kennel Areas for
the East Bank Animal Shelter, Located
at #1 Humane Way, Jefferson, LA
Bid no. 50-100880

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) has personally inspected and is familiar with the project site, and hereby proposes to provide all labor, materials, tools, appliances and facilities as required to perform, in a workmanlike manner, all work and services for the construction and completion of the referenced project, all in strict accordance with the Bidding Documents prepared by: Ryan Babcock, Facilities Maintenance Superintendent and dated: August 21, 2011.

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **ADDENDA:** (Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging) _____

TOTAL BASE BID: For all work required by the Bidding Documents (including any and all unit prices designated "Base Bid" * but not alternates) the sum of:

_____ Dollars (\$ _____)

ALTERNATES: For any and all work required by the Bidding Documents for Alternates including any and all unit prices designated as alternates in the unit price description.

Alternate No. 1 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

N/A _____ Dollars (\$ _____)

Alternate No. 2 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

N/A _____ Dollars (\$ _____)

Alternate No. 3 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

N/A _____ Dollars (\$ _____)

NAME OF BIDDER: _____

ADDRESS OF BIDDER: _____

LOUISIANA CONTRACTOR'S LICENSE NUMBER: _____

NAME OF AUTHORIZED SIGNATORY OF BIDDER: _____

TITLE OF AUTHORIZED SIGNATORY OF BIDDER: _____

SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER **: _____

DATE: _____

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

** If someone other than a corporate officer signs for the Bidder/Contractor, a copy of a corporate resolution or other signature authorization shall be required for submission of bid. Failure to include a copy of the appropriate signature authorization, if required, may result in the rejection of the bid unless bidder has complied with La. R.S. 38:2212(A)(1)(c) or RS 38:2212(O) .

BID SECURITY in the form of a bid bond, certified check or cashier's check as prescribed by LA RS 38:2218.A is attached to and made a part of this bid.

IMPORTANT NOTICE TO ALL BIDDERS – BID REQUIREMENTS

As per LA R.S. 38:2212(A)(3)(c)(ii), the bid form shall contain Bid Security or Bid Bond, Acknowledgment of Addenda, Base Bid, Alternates, Signature of Bidder, Name, Title and Address of Bidder, Name of Firm or Joint Venture Corporate Resolution or other appropriate signature authorization, if required, Louisiana Contractors License Number, and on public works projects where unit prices are utilized, a section on the bid form where the unit price utilized in the bid shall be set forth; however, unit prices shall not be utilized for the construction of building projects, unless the unit price is incorporated into the base bid. Other documentation required shall be furnished by the low bidder within 10 days after the bid opening.

To the extent that the Jefferson Parish front end documents, including the Instructions to Bidders, Supplemental Terms and Conditions, as per Resolutions 113646 and 113647, require that any information or documentation be supplied with the bid, and which said information or documentation is not allowed to be required with the bid under the new Louisiana Uniform Public Work Bid Form, then the requirement to provide it with the bid is waived. All such required information or documentation not provided with the bid must be provided by the low bidder within 10 days after the bid opening. Failure to provide said information and documentation within 10 days after bid opening shall be grounds to declare the bid non-responsive. This information and documentation includes, but is not limited to, the non-collusion affidavit, campaign contribution affidavit, non-conviction affidavit, employment verification affidavit, the tax identification number, and the proof of insurance. However, the payment and performance bond must be supplied upon contract signing.

Contractor's Louisiana License shall be in the following category: Mechanical Work.

Bidder agrees that this bid shall be good and may not be withdrawn for a period of forty-five (45) calendar days after the scheduled closing time for receiving bids. In the event the Owner issues the Letter of Award during this period, the bid accepted shall continue to remain binding until the execution of the Contract.

Attached hereto is an Affidavit in proof that the undersigned has not entered into any collusion or agreements with any person or persons with respect to this proposal or the submission thereof, which affidavit must be provided by the low bidder within 10 days after bid opening.

Low Bidder will execute the formal agreement within twelve (12) days after the original date of Owner's Notification of award and will deliver a Performance Bond or Bonds for the faithful performance of the Contract.

Bid Security, in the sum of five percent (5%) of the total bid price (Base Bid and any Alternates), is to become the property of the Owner in the event the information or documentation required 10 days after opening are not supplied, or if the Contract and Performance Bond are not executed within the time above set forth.

Further, the Bidder agrees that all work shall be completed as follows:

Thirty (30) days from the date of the Notice to Proceed.

Further, as per Resolutions 113646 and 113647, the Bidder agrees to pay, as liquidated damages, the sum of: One hundred (\$100) dollars per day for each day that expires after 30 days and five hundred (\$500) dollars per day for each day that expires after 45 days from the date of the Notice to Proceed until work is substantially complete.

In addition to and not in lieu of the per diem liquidated damages, Owner shall also be entitled to recover from Contractor or Contractor's Surety additional liquidated damages as detailed in Resolutions 113646 and 113647. These additional liquidated damages may include, but are not limited to the following, in the amounts and for each of the items identified in the Supplementary Conditions (to be determined and filled in by the department):

- (1) Extended architectural and/or engineering fees \$ N/A ;
- (2) Extended Resident Project Representative fees \$ N/A ;
- (3) Extended construction management fees \$ N/A ;
- (4) Extended Owner's overhead and personnel expenses \$ 200.00 ; and
- (5) Owner's other costs directly related to the delay in completion beyond the Contract Times. N/A

In addition to liquidated damages, in accordance with Section 6.02, "Labor; Working Hours," whenever Contractor's work requires inspections in excess of the budgeted amount for inspection, Contractor shall reimburse Owner for the additional costs incurred by the Owner with respect to inspection of the contracted project provided the additional costs for inspections are above the budgeted amount for the contracted project.

For this project, the Project Representative Services, in accordance with the terms of the Engineer's agreement with the Owner, provides that the average hourly rate to be charged for resident inspection for this construction project is \$ N/A and the reasonable budget for such inspections is \$ N/A (the overtime rates shall be \$ N/A per hour). The cost of inspection in excess of this budgeted amount shall be assessed against Contractor's progress payments, all in accordance with LSA R.S. 38:2216(L)(2).

All labor, materials, equipment, transportation, incidentals, duct work, support platform, concrete work, pile driving (if required), and all other services necessary to properly install and commission one (1) new contractor supplied 30 ton, 100% dedicated outside air conditioning system for environmental control of kennel areas for the Jefferson Parish East Bank Animal Shelter.

A Louisiana State Contractor's License is required in the category of Mechanical Work.

Section 1.0 – Pre-Bid Conference:

A **Mandatory** Pre-Bid Conference and inspection of the site shall be held at **9:30 A.M.** on **TUESDAY, JANUARY 31, 2012**, at the East Bank Animal Shelter located at #1 Humane Way, Harahan, LA 70123. Vendors **MUST** attend the Mandatory Pre-Bid Conference and sign the sign-in sheet or their bid will not be accepted.

All bidders are required to attend the **Mandatory** Pre-Bid Conference. Failure to attend the **Mandatory** Pre-Bid Conference shall not relieve the bidder of responsibility for information discussed at the conference. This conference is held to allow questions to be answered and to inspect the site with the owner's representative, etc.

The **Mandatory** Pre-Bid Conference and inspection does not relieve the successful bidder from necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specifications without cost to the owner.

Section 2.0 – Scope:

We extend this proposal to provide the furnishing of labor, materials, equipment, transportation, incidentals, duct work, support platform, concrete work, pile driving (if required), and all other services necessary to properly install and commission one (1) new contractor supplied 30 ton Desert Aire model # QS25C or owner approved equal.

Section 3.0 – Quantities/Inspection:

Bidders must inspect the site and perform their own measurements in order to determine the proper quantity of materials required to complete the job.

Equipment installed is to be as specified or owner approved equal to these specifications. Due to changes in manufactured products it is the successful contractor's responsibility to order the correct equipment and associated options to provide proper installation and operation.

Contact Ryan Babcock, Facilities Superintendent, at 736-6036 between the hours of 7:00 a.m. and 4:00 p.m., Monday through Friday.

Section 4.0 – Bid Specifications:

Contractor shall provide the furnishing of labor, materials, equipment, transportation, incidentals, support platform, and all other services necessary to properly install and place into operation one (1) new contractor supplied 30 ton Desert Aire model # QS25C or owner approved equal.

Contractor shall provide all necessary duct work, electrical work, and all associated work necessary to properly install the specified equipment. All equipment shall be in proper working order as designed by the manufacturer upon completion of the job.

Contractor shall provide the furnishing of labor, materials, equipment, transportation, incidentals, and all other services necessary to engineer and install one (1) new hot dipped galvanized support platform constructed from hot dipped galvanized steel and designed to fit new contractor supplied unit.

Support platform Submittals:

Provide three (3) copies to owner for review and approval with bid.

- A. Submit shop drawings for new platform indicating components, assembly, dimensions, weights, required clearances, and location of platform.
- B. Provide detail drawing for new contractor supplied platform.

The Dedicated outside Air System shall be a standard product of a firm regularly engaged in the manufacture of Dedicated outside air systems. The manufacturer shall have parts and service available throughout the U.S.

- Contractor shall provide all electrical work necessary to install new contractor supplied unit and place into proper operation. All electrical wiring and conduit shall be new.
- Weatherproof all electrical components that are exposed to outside weather conditions.
- All electrical work shall only be performed by a state licensed electrician.
- All electrical and mechanical work shall meet or exceed all local, state, and federal codes.
- Contractor shall supply, design and install one (1) concrete pad to support new contractor supplied unit.
- Concrete mixture shall be a minimum of 3000 lb grade.
- Concrete pad shall be designed to hold the weight of the new contractor supplied unit and platform.

- Contractor shall be responsible to provide all labor and materials for any pile driving required for supporting new unit.
- Contractor shall be responsible for the design, manufacturing, shipping and installation of one (1) new hot dipped galvanized support platform and handrails for the new contractor supplied unit.
- Platform shall be a minimum of three (3) feet off the ground.
- Platform shall meet or exceed all local, state, and federal codes.
- Any welding or drilling on new contractor supplied platform will require hot dipped galvanized surface to be repaired.
- Contractor shall install condensate drain line using schedule 80 PVC pipe. All fittings shall be glued using PVC glue. Pipe shall be run square to the unit platform and terminate to the closest cleanout to the unit. Provide proper traps as per manufacturer's guidelines and local codes.
- Contractor shall supply all labor and materials to properly connect the contractor supplied dedicated outside air system to the permanent power provided by the owner.
- The contractor supplied unit shall be installed per manufacturer's installation instructions and meet all local, state, and federal guidelines.
- Contractor shall supply and properly install one (1) new Desert Aire CM3500 series Controller in owner approved location.
- Contractor shall design, supply and install all supply, fresh air and return air duct work (no duct board will be allowed on this project).
- All exposed duct shall be weather tight and sealed.
- Duct work shall be constructed of 18 gauge sheet metal properly insulated and designed for outdoor use.
- All ducts shall be properly supported and strapped.
- Contractor shall supply all new aluminum supply, fresh, and return air grills.
- Contractor shall be responsible for the proper cutting and sealing of all duct and electrical penetrations into the building.
- Contractor shall be responsible to properly tie condensate drain lines into building plumbing system.
- Contractor shall supply and install all high and low voltage wiring to new contractor supplied unit.
- All work that is performed shall meet or exceed all local, state, and manufacture codes and standards for this project.
- Contractor shall fully commission unit.
- Contractor shall supply and install factory UV lighting for new unit.
- Contractor shall supply new pleated filters for three full filter changes.
- Contractor shall provide a full five year all parts and labor warranty on all work performed.
- Unit shall have high and low pressure safety devices.

Section 4.1 - GENERAL UNIT DESCRIPTION:

1.1. Unit Enclosure:

- 1.1.1. A 12-gauge galvanized rail shall be incorporated as the base of the unit.
- 1.1.2. The unit shall be double wall 16-gauge galvanized outer panels and 22-gauge galvanized metal inner liner. Foil liners are not acceptable. The insulation between the outer and inner panels shall be 1" solid foam sandwiched with a minimum "R" factor of 5.0.
- 1.1.3. Supports shall be constructed of 12-gauge galvanized steel.
- 1.1.4. Hinged Access Doors shall allow easy access to internal components within each section. Each door shall have a minimum of two cam locks. Weatherproof compression gaskets shall seal between the door and unit casing to produce an airtight seal.
- 1.1.5. Single Side Service Access – The unit shall be designed for complete access for service and maintenance from one side only. Units that require access from both sides are unacceptable.
- 1.1.6. The electrical control panel shall be in its own separate compartment.
- 1.1.7. All external fasteners shall be stainless steel bolts. Self-taping or drive screws are unacceptable.
- 1.1.8. System shall include isolation dampers to automatically position for wash-down or normal mode and shall be fully weatherproof with a cross broken roof for water drainage. See other section for damper positioning control.
- 1.1.9. Paint and Finish: Prior to painting, all metal parts shall be pretreated to remove oils and dirt and rinsed with an ionized solution. Painting shall be by a powder coat technique to assure positive adherence with a high-impact finish. All sides of panels shall be painted after manufacturing. The paint shall be High Yield Polyester. The paint shall be rated to meet a minimum of 1,000-hour salt spray test (ASTM B117), have a minimum Direct Impact Resistance of 160 in-lbs (ASTM D2794), have a minimum flexibility of ¼" Mandrel (ASTM D522, Method B) and a minimum 1000-hour Humidity Resistance (ASTM D2247). Unit color shall be light gray.

1.2. Refrigeration System:

- 1.2.1. Refrigerant: The system's operating refrigerant shall be R-410A only.
- 1.2.2. Compressors: The compressors shall be a tandem pair, heavy-duty scroll type. A factory-mounted sensor that will deactivate one compressor when the load reaches the mid-range of the systems capacity shall stage the compressors. The compressor shall be equipped with high- and low-pressure safety switches, with internal protection from overheating. The compressor shall be externally vibration isolated. The use of semi-hermetic compressors is not acceptable.
- 1.2.3. Hot Gas Bypass: The unit shall include hot gas bypass for each system compressor set. The hot gas bypass is to be used only for the prevention of coil freeze up and not for compressor unloading.
- 1.2.4. Receiver: The unit shall include a refrigerant receiver. The receiver shall be used to balance the refrigerant for highest efficiency over the wide range of full load and part load conditions.

1.3. Evaporator Dehumidifier Coils:

- 1.3.1. Fins: Fins shall be die-formed, raised lanced aluminum, and be damage resistant. Extruded fin collars provide maximum heat transfer. Fin spacing shall be 10 fins per inch (FPI). The coil shall be a maximum of 30" in height.
- 1.3.2. Tubes: Coil shall be fabricated from seamless drawn copper. The inner tubing shall be rifled to produce turbulent refrigeration flow to enhance the heat transfer process. The tubes shall be hydraulically expanded into the fins to form a permanent metal-to-metal bond for maximum heat transfer and stability. The coil shall be a minimum of six (6) rows deep. The use of smooth tube coils will require an 8 row coil to equal the performance of the above referenced coil.
- 1.3.3. Coils shall be leak tested with 540 psig of nitrogen.

1.4. Air-Cooled Condenser (Reheat Coil):

- 1.4.1. Fins: Fins shall be die-formed, raised lanced aluminum and shall be damage resistant. Fin spacing shall be 12 FPI (fins per inch).
- 1.4.2. Tubes: Coil shall be fabricated from seamless drawn copper. The inner tubing shall be rifled to produce turbulent refrigeration flow to enhance the heat transfer process. The tubes shall be hydraulically expanded into the fins to form a permanent metal-to-metal bond for maximum heat transfer and stability. The coil shall be a minimum of two (2) rows deep.
- 1.4.3. Coils shall be leak tested with 625 psig of nitrogen.
- 1.4.4. The reheat coil shall be positioned with a minimum of 8" clearance from the evaporator coil to avoid water re-evaporation. Direct connection of the reheat coil to the DX coil is not allowed.

1.5. Auxiliary Heater (winter):

- 1.5.1. The winter electric heater shall be fully SCR controlled to provide precise supply air temperatures.
- 1.5.2. The heater shall be integral to the unit and wired to the units as a single point power connection. No external duct mount heaters are acceptable.
- 1.5.3. The heater coils shall be constructed of high grade nickel-chrome alloy and insulated by floating ceramic bushings from the galvanized steel frame. Coil terminal pins shall be stainless steel insulated by means of non-rotating ceramic bushings.
- 1.5.4. The heater shall be equipped with fail-safe disc-type thermal cut-outs and shall include high limit cut-outs, magnetic contactors as required, a control transformer, and an airflow switch.
- 1.5.5. The electric heater and unit shall be provided as a single point power connection.

1.6. Unit Location: The unit shall be designed for outdoor (concrete slab or equipment rail) installation. The installing contractor shall provide 4" housekeeping pad. Sufficient height shall be provided for proper p-trap function.

1.7. Electrical Control Panel: The electrical control panel shall be easily accessible and of adequate size to house all electrical controls and devices. The unit shall be provided with single point power connection to serve controls, fans, winter auxiliary heater, compressors, factory wired to the power connection lug set. The

electrical controls shall include low voltage transformers to supply 24 VAC control power, clearly labeled high- and low-voltage terminal strips, high- and low-pressure control (with manual reset of the high-pressure cutout and automatic reset of low-pressure cutout), automatic wash-down/normal selector dampers, and an anti-short-cycling timer to protect against compressor cycling.

1.8. Control System:

1.8.1. A digital control system shall be used to accurately and precisely control the D.O.A.S. dehumidification system and the leaving air temperature requirements.

1.8.2. The controller shall provide precise system control and feature a back-lighted 132 x 64 pixel screen, easy to navigate, control mounted display which indicates actual operating and set-points. The display shall be remote mountable up to 500 feet from the unit. The controller shall have a built-in occupancy timer.

1.8.3. The unit shall include factory-mounted temperature and humidity sensors in the filter section, pre-wired to the controller to actuate the compressors in ambient temperatures above the user selected dew point set point, 55°F (programmable) or above 70°Fdb.

1.8.4. Discharge Temperature Sensor: The unit shall include a discharge temperature sensor used to control the discharge temperature set point ± 0.2 degrees of set point.

1.8.5. Room Temperature Sensor: The unit shall include a room temperature sensor (field mounted and located in owner approved location) used to reset discharge set point to provide free space cooling or heating.

1.8.6. Automatic dampers shall position according to the position of a selector switch. The switch shall allow selection of a normal or wash-down mode. In the normal mode the outside air dampers will open 100%, the return air dampers will close, and the programmed exhaust fans will run. In the wash-down mode the outside air dampers will close, the return air dampers will open 100%, and the programmed exhaust fans will go off. In either normal or wash-down mode, the dehumidification, heating, and cooling controls will operate to maintain habitat conditions. When the unit is turned off, the outside air damper will close.

1.8.7. Air flow test points: The unit shall have calibrated test points to measure the total air flow of the unit in the normal and wash-down modes.

1.9. Condensate Drain Pan: The drain pan shall be 20-gauge stainless steel, sloped, and positioned under the dehumidifier coil. The drain pan shall be TIG welded and securely attached to the evaporator endplates to avoid shifting. The drain pan shall be fitted with a minimum 1" MPT non-corrosive plastic drain connection. The drain pan shall meet all the requirements of ASHRAE Standard 62.

1.10. Supply Air Blower Assembly:

1.10.1. The blower housing shall be made of galvanized steel and mounted on permanently lubricated sealed ball bearings. The blower assembly shall be forward curved, centrifugal; it shall be dynamically and statically balanced with a stainless steel fan shaft. The blower housing shall be vibration isolated. The discharge shall be vertical with duct flanges.

- 1.10.2. Blower Pulley Assembly: The driver pulley and the blower pulley shall be made of cast iron. The motor sheave shall be a variable pitch type to allow for field adjustment of CFM and external static pressure, and shall be dynamically and statically balanced with a stainless steel fan shaft. The drive overload service factor shall be a minimum of 1.2.
- 1.10.3. Blower Motor: Blower motors 7.5 HP and less shall be TEFC, 10 HP and above shall be ODP class B insulated, continuous-duty, 40C ambient, three-phase overloads. The motor shall be UL listed.
- 1.11. Air Filters: The system shall be provided with three (3) FULL SETS OF MERV 8 disposable filters consisting of 4" pleated filters. Thinner filters will not be acceptable.
- 1.12. Provide factory installed UV lighting.

Equipment installed is to be as specified or owner approved equal to these specifications. All product information for "equals" **shall be submitted** with the bid for review and approval by owner. Due to changes in manufactured products it is the successful contractor's responsibility to order the correct equipment and associated options to be installed.

SUBMITTALS:

If other equipment is to be used besides what is specified, provide three (3) copies of the submittals to owner with the bid for owner review and approval.

Section 4.2 – Hours of Work:

Work for this project can be scheduled during normal working hours (7:00 a.m. – 4:00 p.m. Monday thru Friday). The successful bidder should contact Ryan Babcock, Facility Superintendent, at 736-6036 between the hours of 7:00 a.m. and 4:00 p.m., Monday through Friday.

Section 4.3 – Existing Structure:

Should any cutting, patching, alteration, addition, or repairs to existing structure, wall, floor, ceiling, or part of building be required of this project, the contractor shall restore the alteration to its original condition, with the same type materials, finish, and workmanship.

Section 5.0 – Cleaning Area and Safety:

Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Inflammable material must be removed from the job site daily, because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish, and other Parish officials.

There must be a fire watch present when any cutting, burning, or welding is taking place; and 2 hours thereafter. The fire watch and his equipment will be the sole responsibility of the contractor.

Section 6.0 – Warranty:

All workmanship and materials must have at least a five (5) years guaranty, in writing, from the date of acceptance of the project, against defects. The contractor must agree, upon written notice from the owner, promptly and without charge, and to the satisfaction of the owner, to make changes, replacement, and corrections which may be required to make good all defects in materials and/or equipment under its intended use, within the warranty period.

The contractor shall provide a full parts and labor warranty for five (5) years from startup.

The contractor shall provide a five (5) year extended warranty for all parts and labor.

The contractor will also guaranty that he will hold the Parish of Jefferson harmless from any damage arising from faulty workmanship or materials performed and/or installed within the duration of the warranty.

Section 7.0 – Permits:

The contractor shall obtain any and all permits required by the Jefferson parish Department of Inspection and Code Enforcement. The contractor shall also be responsible for payment of these permits. All permits must be obtained prior to the start of the project.

Certificate of Final Inspection must be submitted to the Department of General Services before final payment is rendered.

Section 8.0 – State Contractors License Requirements:

For the work that is to be performed, a **Mechanical Work** Louisiana State Contractor's License will be required.

The **Mechanical Work** Louisiana State Contractor's License Number shall be displayed on the outside of the bid envelope.

Section 9.0 – Performance Bond:

A performance bond will be required; bidders must submit proof of currently having a bonding agency.

If the successful bidder does not provide a performance bond, the project may be awarded to the next or subsequent successful bidder.

Section 10.0 – Liquidated Damages:

Liquidated Damages in the amount of \$100.00 per day will be assessed for each day that expires after 30 days and \$500.00 per day will be assessed for each day that expires after 45 days from the date of the Notice to Proceed until work is substantially complete.

After substantial completion of the work, the contractor shall pay the owner \$500.00 for each day that expires after substantial completion, until work is complete and ready for final payment.

Section 11.0 – Cancellation Clause:

The Parish of Jefferson reserves the right to cancel the contract at anytime and for any reason by issuing a thirty (30) day written notice to the contractor.

Section 12.0 – Pre-Construction Conference and Notice to Proceed:

A Pre-Construction Conference shall be held between the successful contractor and the owner before any work commences; no work shall be performed until the contractor receives a written Notice to Order Equipment or Notice to Proceed to begin work, from the Department of General Services.

Section 13.0 – Employment Status Verification (E-Verify Affidavit):

VENDORS WILL BE REQUIRED TO SUBMIT AN E-VERIFY AFFIDAVIT WITH ALL BIDS. In accordance with applicable laws, vendors contracting with Jefferson Parish must submit an affidavit attesting to their participation in a status verification system to ensure that all employees in the state of LA are legal citizens or legal aliens of the United States.

AFFIDAVIT MUST BE SUBMITTED WITHIN 10 DAYS OF BID OPENING. FAILURE TO COMPLY WILL RESULT IN BID REJECTION. JEFFERSON PARISH RESERVES THE RIGHT TO AWARD TO THE NEXT LOWEST RESPONSIVE BIDDER IN THIS EVENT.

NON-COLLUSION AFFIDAVIT

STATE OF LOUISIANA
PARISH OF JEFFERSON

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY CAME AND
APPEARED _____, WHO AFTER
BEING BY ME DULY SWORN, DEPOSED AND SAID THAT HE IS THE FULLY
AUTHORIZED _____ OF _____
(HEREIN AFTER REFERRED TO AS BIDDER) THE PARTY WHO SUBMITTED A
BID FOR _____,
BID NO. _____ AND SAID AFFIANT FURTHER SAID:

- 1) That bidder employed no person, corporation, firm, association or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the bidder whose services in connection with the construction of the public building or project or in securing the public contract were in the regular course of their duties for bidder; and
- 2) That no part of the contract price received by bidder was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the bidder whose services in connection with the construction of the public building or project were in the regular course of their duties for bidder.
- 3) Said bid is genuine and the bidder has not colluded, conspired or agreed directly or indirectly with any other bidder to offer a sham or collusive bid.
- 4) Said bidder has not in any manner, directly or indirectly, agreed with any other person to fix the bid price of affiant or any other bidder, or to fix any overhead, profit or cost element of said bid price, or that of any other bidder, or to induce any other person to refrain from bidding.
- 5) Said bidder is not intended to secure an unfair advantage of benefit from the Parish of Jefferson or in favor of any person interested in the proposed contract.

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____
DAY OF _____, 20 _____

NOTARY PUBLIC

CAMPAIGN CONTRIBUTION AFFIDAVIT

STATE OF LOUISIANA
PARISH OF JEFFERSON

Before me, the undersigned authority, personally came and appeared:

_____, who after being by me duly
sworn, deposed and said that he/she is the fully authorized _____ of
_____, the party who submitted a bid or proposal for
_____, Bid No. _____,
and said affiant further stated:

Choose one of the following:

_____ Attached hereto is a list of all campaign contributions made to elected officials of the Parish of Jefferson during the current term, and no contributions have been made in support of elected officials of the Parish of Jefferson through or in the name of another person or legal entity, either directly or indirectly.

_____ Affiant has made no campaign contributions made to elected officials of the Parish of Jefferson during the current term and no contributions have been made in support of elected officials of the Parish of Jefferson through or in the name of another person or legal entity, either directly or indirectly.

Affiant

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____ DAY
OF _____, 20____.

NOTARY PUBLIC

NON-CONVICTION AFFIDAVIT

STATE OF LOUISIANA

PARISH OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY CAME AND APPEARED _____, WHO AFTER BEING BY ME DULY SWORN, DEPOSED AND SAID THAT HE IS THE FULLY AUTHORIZED _____ OF _____ (HERE IN AFTER REFERRED TO AS BIDDER) THE PARTY WHO SUBMITTED A BID FOR _____, BID NO. _____ AND SAID AFFIANT FURTHER SAID:

He/she personally has not been convicted of, nor has he/she entered a plea of guilty or nolo contendere to any of the crimes or equivalent federal crimes listed below. No individual partner, incorporator, director, manager, officer, organizer, or member, who has a minimum of a ten percent ownership in the bidding entity, has been convicted of, or has entered a plea of guilty or nolo contendere to any of the crimes or equivalent federal crimes listed below. A conviction of or plea of guilty or nolo contendere to the following state crimes or equivalent federal crimes shall permanently bar any person or the bidding entity from bidding on public projects:

- (a) Public bribery (R.S. 14:118).
- (b) Corrupt influencing (R.S. 14:120).
- (c) Extortion (R.S. 14:66).
- (d) Money laundering (R.S. 14:230).

A conviction of or plea of guilty or nolo contendere to the following state crimes or equivalent federal crimes shall bar any person or the bidding entity from bidding on public projects for a period of five years from the date of conviction or from the date of the entrance of the plea of guilty or nolo contendere:

- (a) Theft (R.S. 14:67).
- (b) Identity Theft (R.S. 14:67.16).
- (c) Theft of a business record (R.S. 14:67.20).
- (d) False accounting (R.S. 14:70).
- (e) Issuing worthless checks (R.S. 14:71).
- (f) Bank fraud (R.S. 14:71.1).
- (g) Forgery (R.S. 14:72).
- (h) Contractors; misapplication of payments (R.S. 14:202).
- (i) Malfeasance in office (R.S. 14:134).

The five-year prohibition provided for in this section shall apply only if the crime was committed during the solicitation or execution of a contract or bid awarded pursuant to these provisions. If evidence is submitted substantiating that a false attestation has been made and the project must be re-advertised or the contract cancelled, the awarded entity making the false attestation shall be responsible to the public entity for the costs of rebidding, additional costs due to

increased costs of bids and any and all delay costs due to the rebid or cancellation of this project.

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____
DAY OF _____, 20____

NOTARY PUBLIC

**AFFIDAVIT
Employment Status Verification**

**STATE OF LOUISIANA
PARISH OF JEFFERSON**

BEFORE ME, the undersigned authority, personally came and appeared,
_____, who after being duly sworn, deposed and said that he/she is
the fully authorized _____ of _____
(hereinafter referred to as bidder), the party who submitted a bid for _____,
Bid Number _____ and said bidder further said:

- (1) That bidder is registered and participates in a status verification system to verify that all employees in the State of Louisiana are legal citizens of the United States or are legal aliens.
- (2) That bidder shall continue, during the term of the contract, to utilize a status verification system to verify the legal status of all new employees in the state of Louisiana.
- (3) That bidder shall require all subcontractors to submit to the bidder a sworn affidavit verifying compliance with statements (1) and (2).

Signature of Affiant

SWORN TO AND SUBSCRIBED
BEFORE ME ON THIS _____
DAY OF _____, 20____.

NOTARY PUBLIC

INSURANCE REQUIREMENTS

All insurance requirements shall conform to Jefferson Parish Resolution No. 113646 or No. 113647 dated 12/09/09.

The contractor shall not commence work under this contract until he has obtained all insurance and complied with the requirements of the specifications and Resolution No. 113646 or No. 113647.

WORKER'S COMPENSATION INSURANCE

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

COMMERCIAL GENERAL LIABILITY

Shall provide limits not less than the following: \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

COMPREHENSIVE AUTOMOBILE LIABILITY

Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence.
Property Damage Liability \$1,000,000.00 each occurrence.

DEDUCTIBLES

No insurance required shall include a deductible not greater than \$10,000.00. The cost of the deductible be borne by the contractor.

UMBRELLA LIABILITY COVERAGE

An umbrella policy or excess may be used to meet minimum requirements.

CONSTRUCTION AND RENOVATION PROJECTS REQUIRE THE FOLLOWING:

OWNER'S PROTECTIVE LIABILITY

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

BUILDER'S RISK INSURANCE

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.